

Destination Dance

Recital Handbook 2018

Dear Parents and Students,

*Here at Captivation Dance we are thrilled for our 3rd annual dance recital! The recital is an event that many anticipate from the beginning of their childhood. It will give every student a chance to shine in front of their family and friends and display their results of a year's hard work, dedication, and technical progress. **This year all students will be performing on both Saturday, June 9 and Sunday, June 10. The recital order will remain the same for both shows.***

A big part of the dance training process includes learning through performance. The experience helps build self-esteem, self-assurance, and contributes to a sense of confidence. A big part of the dance training process includes learning through performance. Although performance opportunities can help prepare some students for a possible career in dance, they also contribute to children's success in non-dance activities. Onstage experience can result in better in-school presentations, improved social skills, and strong interview skills for future college or job opportunities. The rehearsal process is a tremendous learning experience as well. It helps all children develop retention skills, and by working with their classmates on a group performance, they learn the positive aspects of working as a team to create the best end result. Dedication to recital commitments is the responsibility of both students and their parents. We've created this handbook in an effort to clarify what we expect from you in terms of commitments and responsibility to the annual recital, the studio, other students, and parents.

Here's to a fabulous show and many more to come!

Sincerely,

The Captivation Staff

Important Recital Dates

Early Bird recital ticket sales – Friday, March 23 - Friday, March 30

Recital shout-outs and ads due – Tuesday, May 1st

General Sales recital ticket sales begin - Tuesday, May 1st

Recital costume pick-up day (mandatory) – Saturday, May 19th

Recital Show 1– Saturday, June 9 (Doors open at 5 pm & show begins at 6 pm)

Recital Pictures - Sunday, June 10, 1:00 - 2:00 pm

Recital Show 2 - Sunday, June 10 (Doors open at 1 pm & show begins at 2 pm)

Updates

As the year progresses, additional recital information or updates will be posted to the website. You will also receive emails and take-home notes with important details. It is your responsibility to keep abreast of this important information. Our goal is to make the recital an organized, exciting experience for everyone involved. It's a team effort; students, parents, staff, and the director are key players in the show's success.

PART 1: Costumes

Distribution

Costumes will be distributed at the studio on Saturday, May 19 from 8:00 am – 2:00 pm. This is a mandatory event for all dancers. You will also receive any additional costume pieces (tights, hair accessories, etc.) at this time. To ensure that there are no costume problems, students should not wear their costumes, accessories, or tights prior to Recital.

Costume Care

We recommend that each student's name be placed in his or her costumes, shoes, accessories, and tights. Place the costumes in a garment bag with your child's name on the outside. Pack accessories in a clear plastic bag with your child's name on the bag and on each item. Please do not wash costumes in your washing machine; dry clean them only (after the recital).

Alterations

Although rare, alterations are sometimes needed after the costumes have been distributed and are the sole responsibility of the student's parent or guardian. Please contact Captivation Dance for a recommended seamstresses.

Shoes/Tights

A list of required tights and shoes for each dance are available on our website. If tights were included with your costume, please do not wash or wear them before Recital.

PART 2: Hair and Make-up

Female Students

Ages 2-3 – Make-up is optional for these age groups. If you would like to apply makeup on your dancer, we recommend eye shadow, blush, and lipstick. Hair **must** be secured, away from the face in a bun, half ponytail, full ponytail, or updo.

Ages 4-6 – Make-up is optional for this age group. If you would like to apply makeup on your dancer, we recommend eye shadow, mascara, blush, and lipstick. . Hair **must** be secured, away from the face in a bun, half ponytail, full ponytail, or updo.

Ages 7+ - Make-up is **required** for these age groups. Please use eye shadow, mascara, blush, and lipstick. Hair **must** be secured, away from the face in a bun, half ponytail, full ponytail, or updo.

Male Students

All ages – A little blush works well so they are not washed out under the stage lights. Hair must be presentable.

Recital Ready Makeovers* *Information coming soon!

Costume-Hair Pieces

If your child's costume came with a hair piece, please speak with their teacher for specific instructions on where to place it. Use additional bobby-pins to keep it from moving. If your child's costume did not come with a hair piece, you are **not** to use one from home.

Hair/Makeup Tips

- Use green, blue, and purple eyeshadow schemes.
- Highlight the brow bone with white eyeshadow to make your eyes 'POP'!
- Use red lipstick so that it is visible from the audience.
- When applying blush, have your daughter make a 'fish face' and apply directly to the line made in her cheeks.
- Use a toothbrush and hairspray to slick down stray, baby hairs.

PART 3: Be Prepared

Pre-Planning

Gather all costumes, accessories, shoes, and make-up, **several days in advance** so you'll know if something is missing or isn't right. Make a checklist of your child's routines, listing their costume, tights, shoes, and any accessories, and refer to it to make sure you have all of your supplies before going to and leaving from the recital. Bring at least one pair of tights of each color needed. Also bring extra hair gel, bobby pins, and hairspray. The *check-in table* will also be accessible at the recital with limited, emergency pairs of tights and shoes!

Other Handy Extras

- Baby wipes/Shout wipes (to fix makeup mistakes or wash hands)
- Baby powder (for itchy costumes)
- Safety pins (for emergency costume repairs)
- Clear nail polish (to repair minor holes or runs in tights when there isn't time to change)
- Your pain reliever of choice
- Band aids (the 'invisible' kind)

Part 4 – Show Time!

RECITAL- 1st PERFORMANCE IS SATURDAY, JUNE 9 (doors open 5 pm - show 6 pm)

RECITAL- 2nd PERFORMANCE IS SUNDAY, JUNE 10 (doors open 1 pm - show 2 pm)

AT BERTHA FRANK PERFORMANCE AUDITORIUM, MORTON, IL

Dancer Check-In

Recreational Students: Friday, June 9 - Please arrive to recital between 4:00 pm – 4:30 pm to check-in. Hair and make-up needs to be completely done at this time. Check-in volunteers will direct you to your dressing room and assist you with any questions you have. Saturday, June 10 - Please arrive to recital between 12:00 pm - 12:30 pm to check-in.

Opening Act Participants (Invitation Only): Saturday, June 9 - Please arrive between 2:30 - 3:00 pm for a dress-rehearsal for the opening act. The dress-rehearsal will take place from 3:00 - 3:45 pm. For the dress rehearsal, please arrive in your CDK Recital T-Shirt and black shorts/leggings, and hair secured out of face. We will only rehearse on Saturday, and not Sunday.

Recital Arrival and Dismissal

Please bring your dancer(s) to the *Check-In Table* upon arrival. Volunteers will then assist you to your dressing room.

A *Line Runner* will come to the dressing room and gather the entire class when it is time for them to go backstage. Assigned *Class Mom(s)* and *Line Runner(s)* will walk with the class to the stage before their performance. Assigned *Class Mom(s)* will lead the class back to their dressing room after they perform. It is encouraged that parents who have dancers ages 2-6, meet their dancers in the dressing room following their performance(s).

*If your child is crying backstage, we will try and encourage them to go on stage and perform. However, if they are refusing to participate, we will not force them to go on stage.

Dancers must stay in their assigned dressing room until all of their dances have been performed.

Once they are done performing, they may sit and watch the remainder of the recital from the audience.

Dancers must have a ticket in order to watch (please see Part 6 for details). All dancers must be accompanied by their parent or guardian if they choose to watch in the audience.

It is recommended that you support the other dancers of Captivation Dance, by staying for the remainder of the show after your daughter/son is done performing, however, you are not required to stay.

Dressing-Room Etiquette

Students must respect other students' space and property in the dressing room area. The students will spend more time in the dressing room than they will onstage or in the auditorium, so please do your best to keep them organized and clean. **Only water is allowed in the dressing rooms.**

1 parent or guardian **per dance family** is allowed in the dressing room area, no exceptions. **Siblings and/or friends must stay in the auditorium or audience.**

Part 5 – Recital Photography and Videos

Recital Pictures

MiMi Photography will be providing your photography services at The Bertha Frank Performance Auditorium on **Sunday, June 10 from 1:00 - 2:00 pm**. Please visit our website to download and print a picture form. Consider hair, make-up, and costume apparel the same as the recital. MiMi will also be taking candid shots of all of your beautiful dancers throughout the show!

***Flash photography is prohibited during the Recital.**

Recital Video & DVD

Audience members are allowed to videotape the recital performances on Sunday, June 10 ONLY. Captivation Dance has hired a professional videographer to tape the recital this year. To purchase a Recital DVD, please visit our website to download and print a DVD order form. Please turn in order forms, with attached payments, to the front desk. Purchases may also be made at Recital.

Part 6 – Recital Tickets

Ticket Policies

This year we are offering 2 options for purchasing tickets online, an early bird sale at a discounted price and a regular sale. All ticket purchases must be made online and purchased in advance. Tickets will only be available the day of the show if they do not sell-out by June 8. Please visit the “Recital 2018” tab on our website to access ticket sales. We are using an online ticket program called TuTuTix. **All studio accounts (tuition, costumes, etc.) must be paid in full before any family member may purchase recital tickets.** It is strongly encouraged that you utilize our early bird offer this year! The theater seats 464. **In the event that your dancer is sick, or does not perform, refunds will not be given for any reason.**

*Parents with children 3 and under will receive a promotional code that can be used during ticket check-out. This code will allow 1 parent to receive free admission to 1 night of recital. Codes will be sent via Email & paper hand-out the week of March 12.

*Dancers WILL need a ticket if they plan on watching the recital after they perform; please purchase a “Dancer” ticket at the time of online sales.

Ticket Pricing & Options

Early Bird Sale: (March 23-30)

Adult = \$10
Student (ages 6-17) = \$5
Child (5 and under) = Free
Dancer = Free

General Ticket Sales: (May 1 - June 7)

Adult = \$12
Student (ages 6-17) = \$7
Child (5 and under) = Free
Dancer = Free

At-Door Admission: (June 9-10)

Adult = \$15
Students (ages 6-17) = \$10
Child (5 and under) = \$5

Ticket Pick-Up

All tickets will be purchased online and delivered to Captivation Dance. **It is your responsibility to pick-up your tickets from the front desk by June 7.** *Please give at least 2-4 weeks for tickets to be delivered to CDK after they are purchased.*

Show Length

Our recital is considered 'Family Entertainment' and will run at approximately 2 hours and 45 minutes. This includes all 47 Acts and the 10-minute intermission.

PART 7 – Recital Merchandise & Flowers

How to Purchase T-Shirts & Merchandise

We are offering a variety of recital clothing this year! All clothing options are available in the "online store" of your Parent Portal. *For step-by-step instructions on how to purchase recital clothing, please visit our website.*

Flower Sales

Be sure to stop by our Flower table at recital! We will be selling an assortment of carnations and roses, which will be available in singles, pairs and bouquets in the lobby of the auditorium of Bertha Frank Performance Auditorium Saturday and Sunday.

Water Sales

Also located at the flower table in the auditorium, there will be a station for water sales. You can purchase water bottles here for \$1. Food of any kind is prohibited in the theater and dressing rooms and will not be available for purchase.

PART 8 – In Case of an Emergency & Lost and Found

Office Hours

Captivation Dance will be closed from Thursday, June 7 @ 11:00 pm through Monday, June 11. Kaleigh Schmidt, nor any other teacher, will be available during these times to respond to emails, phone calls, texts, and/or FB messages. **Any questions about recital, tickets, venue directions, arrival/dismissal times, etc. need to be addressed BEFORE Thursday, June 7.**

Emergency Contact Information

In the case of an emergency, from June 7 through June 11, emergency contact information will be distributed during class time with who to contact and their information. Again, Kaleigh will not be the one responding to these concerns. In addition, Kaleigh and the other instructors will not be available before or during the recital showings on Saturday and Sunday. Thank you in advance for understanding and addressing your concerns ahead of time!

Lost & Found Items

Any items that are turned in or left behind on Saturday will be kept at the check-in table for Sunday's show. Please visit the check-in table on Sunday to inquire about any misplaced belongings/items. Any items that are turned in or left behind on Sunday will be taken to Captivation Dance and stored in their "Lost & Found" bin.. Captivation Dance is not responsible for the condition in which these items are found/turned-in.